



LISK CMS v.4.4

TUTORIAL

Working with Built-in Editors

Introduction

In this tutorial you will master the basics of using built-in HTML & Image editors. Using the page "Our team" (shown on the picture) as an example, the tutorial will explain each step of its creation and will give you a hand full of skills to create your own pages.

If at any step something is not clear we recommend you to check the articles in the See Also section.

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Company

- ▶ About Us
- ▶ Our Team
- ▶ Testimonials
- ▶ News

Our Team

This page with tables, images and text formatting was created with the help of HTML editor.

Austin Jennings, *Chief Executive Manager*

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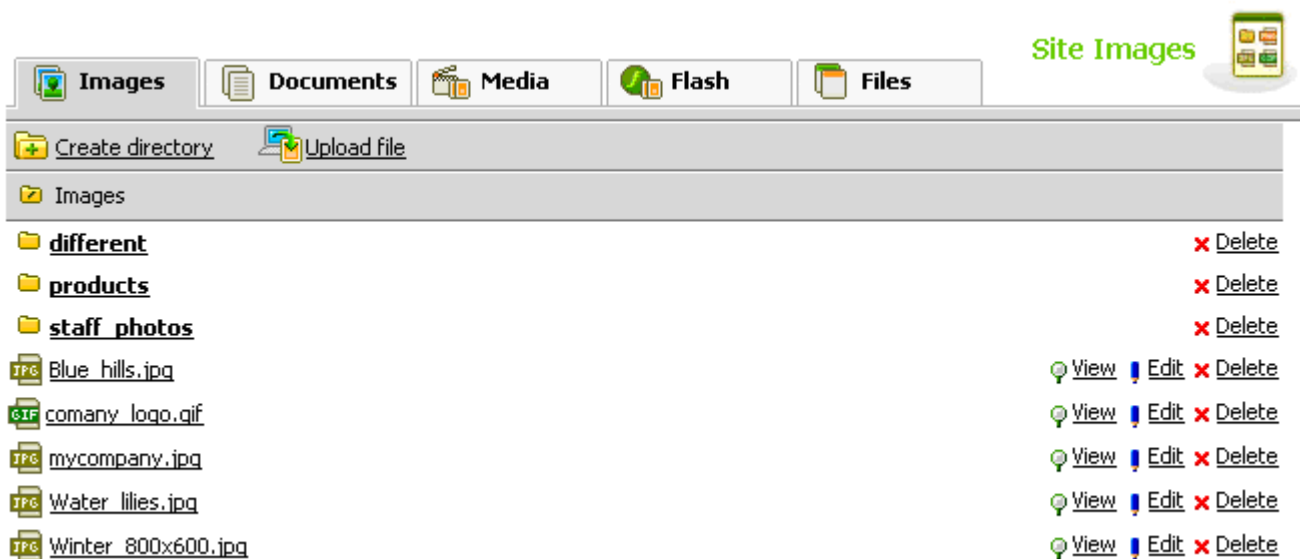


Uploading pictures


First of all lets prepare the pictures we want to use on the page:





1. Click [Site Files](#) link on the left menu of your control panel.
2. Make sure you are in the [Images](#) section and click [Upload file](#) link.
3. Click "Browse" in the opened form and select image file on your computer.
4. Click "Upload" to upload the selected image.

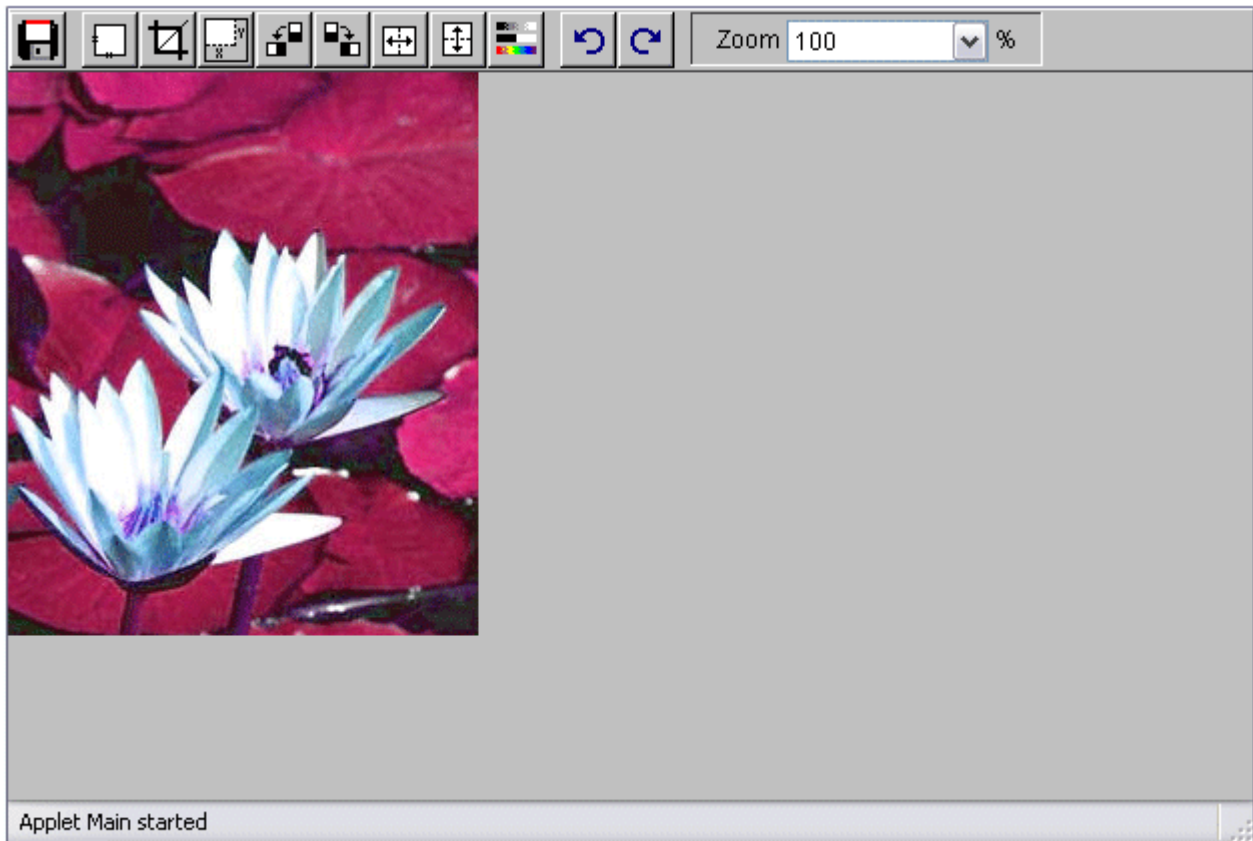
Now the uploaded pictures should appear in the site images section of site files.



Editing pictures

Suppose the images we've uploaded are too big, and we need to use only a part of them. To edit a picture using the built-in Image editor click the  **Edit** link on the right of the image file. The built-in image editor will open (refer to the picture).

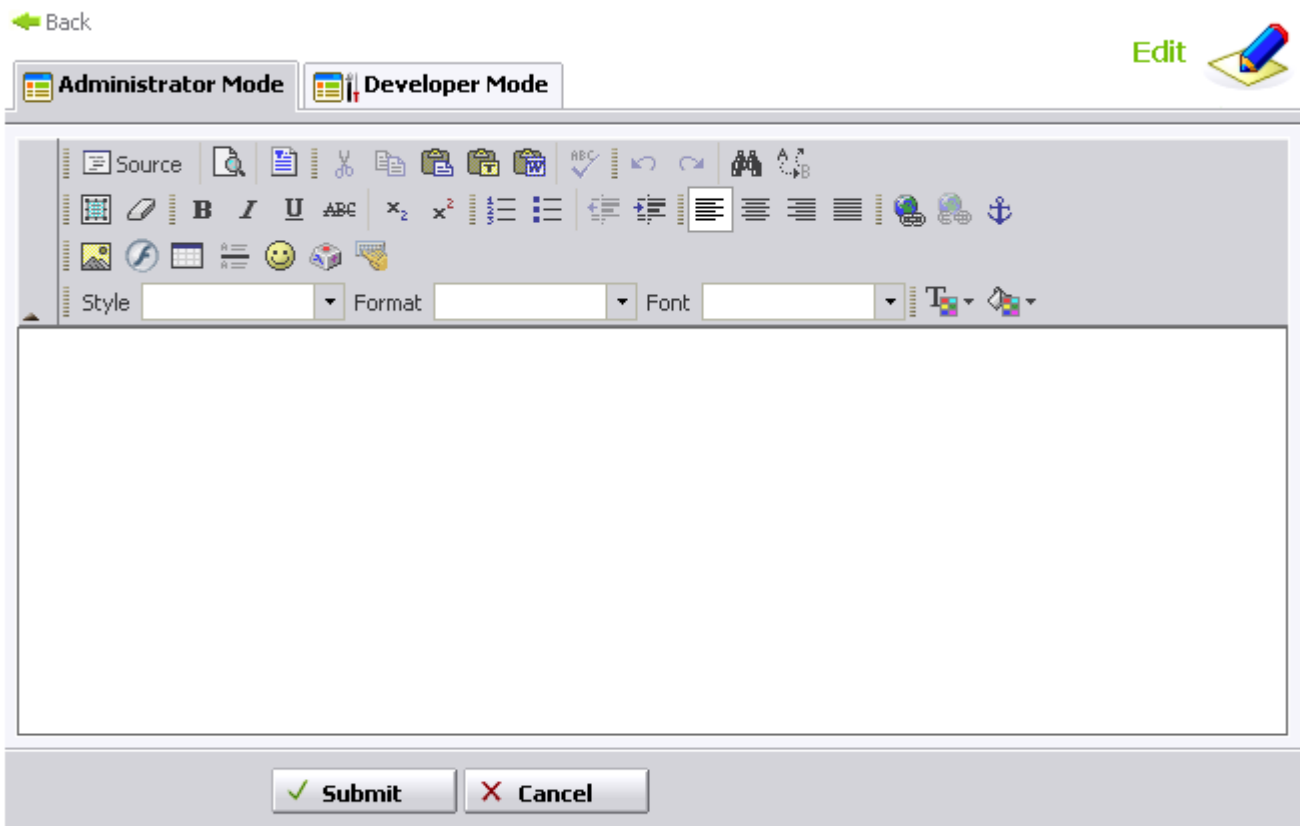
- To crop a part of the image click the  button and select an area of the picture that you need. Then click the  crop button again to crop the selected area.
- If you want to change brightness, contrast etc. click the  button. In the opened form use the corresponding scrollbars to change the desired property of the image. Click "OK" to save the changes.
- Click  Save button to save all the changes made to the image file.



Accessing the HTML editor




Now that we are done editing pictures let's add content to the page.

1. Click [Site Structure](#) link on the left menu of control panel.
2. Go to the section of the site, where the page you want to edit is located.
3. Click [Edit Content](#) link on the right of the page to open the page in the HTML editor (shown on the picture).




Creating a page header

To make the process of adding content easier and faster you can use templates that are provided by the HTML editor. A template is a prepared design structure, which can be used to add content. By default, there are few templates available in the editor, however additional templates are available for installation upon request.

1. Click the  Template to open the "Content templates" window (shown on the picture).
2. Click the "Page header" template.
3. Delete the text and type in your header i.e. "Our team".
4. Use Style, Format and Font drop down menus along with  Text color and  Background color buttons to change the text characteristics.



Adding a table

Click the  Table icon to open the "Table Properties" window as shown on the picture. Enter the number of rows and columns you want the table to have. (2 rows & 3 columns for our example)


In the "Width" textbox type 100 and in the drop down menu, right next to it select "percent", so that the table would fit the page.

For "Border size", "Cell spacing" and "Cell padding" enter 0.

In the "Alignment" drop down menu choose "Center".

We don't need caption or summary for our table, so leave these fields blank.

Click "Ok".

You can always change the properties of the tables used, by rightclicking the table border and then  Table Properties in the drop down menu.

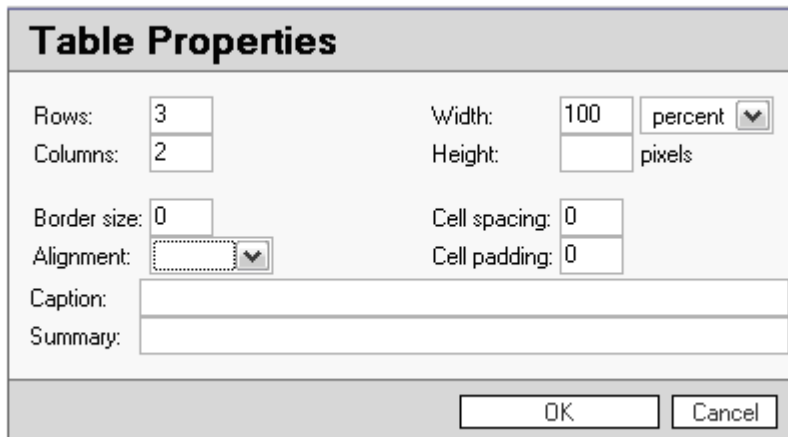





Table Properties	
Rows: <input type="text" value="3"/>	Width: <input type="text" value="100"/> percent <input type="button" value="v"/>
Columns: <input type="text" value="2"/>	Height: <input type="text"/> pixels
Border size: <input type="text" value="0"/>	Cell spacing: <input type="text" value="0"/>
Alignment: <input type="button" value="v"/>	Cell padding: <input type="text" value="0"/>
Caption: <input type="text"/>	
Summary: <input type="text"/>	
<input type="button" value="OK"/> <input type="button" value="Cancel"/>	

Adding pictures

To add content to the table, click the cell where you want your content to be and start adding. At first let's insert pictures:

1. Click one of the cells in the right column and then click the  Insert/edit image icon.
2. In the "Image Properties" window (shown on the picture) click "Browse Server".
3. Click the picture you want to insert.
4. Leave the "Alt text" textbox blank, or if you want the picture to have an Alt text, type the text in the required box.
5. Enter the required width and height in the corresponding textboxes, you can click  icon to lock sizes and  icon to reset size.
6. In the "Border" text box enter 0, so that the picture has no border.
7. In the "HSpace" and "VSpace" (horizontal and vertical space) boxes also type 0.
8. Choose "Abs Middle" value in the "Align" drop down menu.
9. Click OK.
10. Repeat steps 1 through 10 in the other cells in the right column, to insert all the pictures.



You can always change the properties of the pictures used, by rightclicking them and then clicking  Image Properties in the drop down menu, or simply the clicking  icon on the panel.



Image Properties

Image Info
Link
Upload
Advanced

URL

Alternative Text

Width

Height  

Border

HSpace




VSpace

Align ▼

Preview

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas feugiat consequat diam. Maecenas metus. Vivamus diam purus, cursus a, commodo non, facilisis vitae, nulla. Aenean dictum lacinia tortor. Nunc iaculis, nibh non iaculis aliquam, orci felis euismod neque, sed ornare massa mauris sed velit. Nulla pretium mi et risus. Fusce mi pede, tempor id, cursus ac, ullamcorper nec, enim. Sed tortor. Curabitur molestie. Duis velit augue, condimentum at, ultrices a, luctus ut, orci. Donec pellentesque egestas eros. Integer cursus, augue in cursus faucibus, eros pede bibendum sem, in

Adding text

1. Click one of the cells in the left column and start typing the text.
2. Use Style, Format and Font drop down menus along with  Text color and  Background color buttons to change the text characteristics.
3. Select a part of the text and click  icon to create a link.
4. In the "Link" window, shown on the picture, type in the link and click OK.
5. Click "Submit" button to finish working with the editor and save the content page.

Link

Link Info
Target
Upload
Advanced

Link Type
 ▼

Protocol URL
 ▼